

Community Standards Business Section Description

The Community Standards Division consists of three general service sections: Licensing and Permitting, Bylaw Enforcement, and Parking.

1 Licensing and Permitting Section

The Licensing and Permitting Section ensures the appropriate development of the business community through the application of Business License Bylaw No. 8075 and all related policies. This section is also the primary location for detailed bylaw policy review and development. Section responsibilities include:

- a) reviewing applications for new and renewed business licenses, supporting the development of new businesses, and ensuring that development standards are met for the types of businesses involved;
- b) amending related policies and regulations in line with changing technologies and community trends;
- c) collecting and disseminating critical licensing and business profile data for various publications;
- d) publishing the Business Start-Up Guide, submitting annual reports, and creating other information brochures and documents; and
- e) reviewing applications for sign permits and portable sign licenses, outdoor sidewalk cafes, mobile food trucks, and food carts.

This section continues developing as part of the Community Standards Division and progress is currently underway for this section's mandate to include Taxi Licensing, Street Use Permitting, and other business-related licensing programs such as Short-Term Accommodations.

2 Bylaw Enforcement Section

The Bylaw Enforcement Section is the business unit responsible for delivering an enhanced bylaw enforcement experience to citizens. This section currently encompasses the community bylaw enforcement components that generally promote being a good neighbour in Saskatoon, including: zoning, right-of-way, and drainage bylaw inspections. Also included are functional working relationships with police, fire inspectors, and environmental protection officers to coordinate delivery of these bylaws. This section seeks to establish efficient and effective cross-trained teams, delivering an aligned customer service experience with an accountable single point of communication. Section responsibilities currently include:

- a) providing development permit enforcement, administering the Legalizing Existing Suites Program, investigating land use complaints, and enforcing Zoning Bylaw No. 8770;
- b) receiving complaints about improper right of way usage and providing appropriate notification, enforcement, and education under Traffic Bylaw No. 7200;

- c) administering Sidewalk Clearing Bylaw No. 8463 and ensuring safe, accessible neighbourhoods; and
- d) responding to and inspecting drainage complaints, applying bylaw enforcement under Drainage Bylaw No. 8379, and educating property owners regarding proper grading.

This section continues developing as part of the Community Standards Division and progress is currently underway for this section's mandate to include sewer use bylaw enforcement, property maintenance inspection, and other waste and environmentally-related dumping concerns. Coordination of activities with the Saskatoon Fire Department, aligned with Service Saskatoon principles, is a high priority.

3 Parking Section

The Parking Section provides a coordinated and strategic approach to provision, regulation, enforcement, and collection services related to parking services in Saskatoon. Section responsibilities include:

- a) managing parking-related customer service inquiries and service support dispatching;
- b) administering permit types and inventories (e.g. Disabled Parking Permits, Veteran Parking Permits, and dignitary permits);
- c) developing, maintaining, and reviewing the policies and bylaws that govern enforcement and permitting activities;
- d) maintaining and operating parking meter infrastructure;
- e) collecting parking meter revenue;
- f) managing enforcement compliance via the City's Impound Lot;
- g) administering various parking policies and bylaws (e.g. Residential Parking Permits, and temporary reserved parking); and
- h) managing civic parking inventory.

This section continues to see an ongoing increase in demand, as well as the need to be flexible and strategic as the needs and expectations of a growing city continue to evolve. Other external pressures include the necessity to maintain revenue produced through compliance in order to maintain the support of financial business partners such as the Business Improvement Districts and the Urban Planning Section, Planning and Development Division.